

Glossary

Methodology

A methodology, or knowledge base, is a set of processes and instructions for efficiently and systematically achieving a specific goal. A project management methodology provides the project manager or analyst with a standard set of development processes necessary to plan and complete projects that can be implemented for any State of Nebraska agency.

Process Group

The overall project management process has been broken out into five logical process groupings: Initiation, Planning, Execution, Monitoring and Control, and Closure. Unlike the structure of a phased approach, many activities across these groups will occur simultaneously.

Project

A temporary effort made up of a related set of tasks performed to achieve a unique product or objective. A project is temporary because it has a definite beginning and a definite end. A project is unique because it has characteristics that distinguish it from similar products or objectives. Projects may involve a single person (resource) or hundreds of people. Projects may vary in size from less than 100 resource hours to more than 100,000 resource hours.

Project Management

The process of applying skills and working with project tools to plan, control, and manage resources on assigned tasks that will meet or exceed project stakeholder objectives.

Project Management Plan

A document or series of documents used for planning assumptions and decisions. A full project management plan may include such items as the Work Breakdown Structure, Scope Statement, Communications Plan, and Risk Management Plan.

Stakeholder

A person or organization that is actively involved in a project or whose interests may be affected by execution or completion of the project. A stakeholder may also exert influence over the project and its deliverables.

Work Breakdown Structure (WBS)

A document that describes all of the work that must be done to complete a project. Components of the WBS include tasks, dependencies, estimates, durations, start/end dates, and resources. The WBS is the basis for determining cost, schedule, and work assignments. It is an important component of the project management plan. Sometimes called a Work Plan.
